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STATE PROCUREMENT OFFICE
NOTICE OF REQUEST TO AMEND AN EXEMPTION
FROM HRS CHAPTER 103D CONTRACT

ADMINISTRATION
PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Human Services

Name of Requesting Department

Pursuant to HRS §103D-102(b)(4) and HAR section 3-120-5(d), the Department requests to amend an exempt contract as follows:

1. SPO-007, Exemption Reference (PE) Number: 15-059K

2. Vendor/Contractor/Service Provider Name: KPMG, LLP

3. Describe the goods and/or services:

The maintenance and operations (M&O) for the KOLEA application will be amended, extended and funded for one additional year to cover the period July 1, 2016 to June 30, 2017. See attached.

4. Explain in detail what is being amended:

The maintenance and operations (M&O) for the KOLEA application will be amended, extended and funded for one additional year to cover the period July 1, 2016 to June 30, 2017. See attached.

5. Amended contract price for this request: \$ 23,000,000

6. Explain in detail why the amendment(s) are necessary:

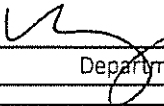
see attached.

7. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

*Point of contact (Place asterisk after name of person to contact for additional information.)

Name	Division/Agency	Phone Number	Email address
Leslie Tawata	Med-QUEST Division	692-8052	ltawata@dhs.hawaii.gov

*All requirements/approvals and internal controls for this expenditure is the responsibility of the department.
I certify that the information provided is to the best of my knowledge, true and correct.*



Department Head Signature

6/2/16

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 06/06/2016

Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approval is granted for the period 7/01/2016 to 6/30/2017 and is for the solicitation process only. This is based on the understanding that the department has determined that the M&O for the KOLEA application must continue until the competitive proposal process for re-procuring the services can be completed and a new vendor is selected. All other requirements per the Procurement code remain valid through the remainder of the contract life.

The following actions will be required to substantiate the good standing of this contract going forward:

- Ensure any new monies over \$100,000 attached to the contract need to be associated with an evaluated proposal which shall include documented evidence of cost and pricing analysis to determine a fair and reasonable price is received by the State;
- Process a 'new' or 'change to current exemption' request if there is any change in scope;
- Align Payment and Program management against a set of milestones and deliverables;
- Clearly document any Deviation from the plan with reasoning;
- Pursuant to HRS section 103D-310(c) and HAR section 3-122-112, the procuring officer shall verify compliance (i.e., vendor is required to provide proof of compliance) for all contracts awarded and the award is required to be posted on the Awards Reporting System. Copies of the compliance and awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Kevin Takaesu at 586-0568 or kevin.s.takaesu@hawaii.gov.

☒ Approved

☐ Disapproved

☐ No Action Required



Chief Procurement Officer

6/27/16

Date